

**EDUCATIONALLY RELATED ACTIVITIES-ASSURANCE FORM (DOE-ERA)**  
**Accreditation Year Only**

Title 511 IAC 6.1-3-1(e) states: "Each school corporation shall maintain a record of educationally related activities. The record is open to public inspection and must contain a description of the activity and a statement of the educational objectives of the activity."

"An educationally related activity is a non-classroom activity, such as a field trip or convocation that meets all of the following:

- (1) Is consistent with and promotes the educational philosophy and goals of the school corporation and the state board.
- (2) Facilitates the attainment of specific educational objectives.
- (3) Is a part of the goals and objectives of an approved course or curriculum.
- (4) Represents a unique educational opportunity.
- (5) Has been approved in writing by the local superintendent or the superintendent's designee.
- (6) Cannot reasonably occur without interrupting the school day."

I hereby assure that educationally related activities conducted in the corporation or school comply with Title 511 IAC 6.1-3-1(e) of the State Board of Education rules.

School Year: \_\_\_\_\_

School/Corporation Name: \_\_\_\_\_

School/Corporation Number: \_\_\_\_\_

Superintendent's Original Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

This form must be submitted with the superintendent's original signature by **JUNE 30<sup>th</sup> of the accreditation year.**

**The DOE reserves the right to review your record of educationally-related activities if needed.**

**Mail:           DOE-ERA**  
**Division of School Accreditation, Assistance, and Awards**  
**Room 229, State House**  
**Indianapolis, IN 46204-2798**

Please contact us with questions at (317) 232-9060 or (800) 894-4044.